### **COMPLIANCE CHECKLIST**

#### **▷** Obstetrical Facilities

The following Checklist is for plan review of hospital facilities, and is derived from the AIA/HHS Guidelines for Design and Construction of Health Care Facilities, 2006 Edition (specific sections indicated below), appropriately modified to respond to DPH requirements for projects in Massachusetts which include Hospital Licensure Regulations 105 CMR 130.000 and Department Policies. Applicants must verify compliance of the plans submitted to the Department with all the requirements of the AIA/HHS Guidelines, Licensure Regulations and Department Policies when filling out this Checklist. The completed DPH Affidavit Form must be included in the plan review submission for Self-Certification or Abbreviated Review Part II.

Other jurisdictions, regulations and codes may have additional requirements which are not included in this checklist, such as:

- NFPA 101 Life Safety Code (2000) and applicable related standards contained in the appendices of the Code.
- State Building Code (780 CMR).
- Joint Commission on the Accreditation of Health Care Organizations.
- CDC Guidelines for Preventing the Transmission of Mycobacterium Tuberculosis in Health Care Facilities.
- Accessibility Guidelines of the Americans with Disabilities Act (ADA).
- Architectural Access Board Regulations (521 CMR).
- Local Authorities having jurisdiction.

#### Instructions:

- 1. The Checklist must be filled out completely with each application.
- 2. Each requirement line ( ) of this Checklist must be filled in with one of the following symbols, unless otherwise directed. If an entire Checklist section is not affected by a renovation project, "E" for existing conditions may be indicated on the requirement line (\_\_\_\_) before the section title (e.g. \_E\_ PATIENT ROOMS). If more than one space serves a given required function (e.g. patient room or exam room), two symbols separated by a slash may be used (e.g. "E/X"). Clarification should be provided in that regard in the Project Narrative.
  - X = Requirement is met, for new space, for renovated space, or for existing support space for an expanded service.
  - that has been licensed for its designated function, is not affected by the construction project and does not pertain to a required support space for the specific service affected by the project.
- X = Check box under section titles or individual requirements lines for optional services or functions that are not included in the health care facility.
  - $\mathbf{E}$  = Requirement relative to an existing suite or area  $\mathbf{W}$  = Waiver requested for Guidelines, Regulation or Policy, where hardship in meeting requirement can be proven (please complete Waiver Form for each waiver request, attach 8½" x 11" plan & list the requirement reference # on the affidavit).
- 3. Mechanical, electrical & plumbing requirements are only partially mentioned in this checklist. Section 2.1-10 of the Guidelines must be used for project compliance with all MEP requirements and for waiver references.
- 4. Oxygen, vacuum & medical air outlets are identified respectively by the abbreviations "OX", "VAC" & "MA".
- 5. Text items preceded by bullets (\*), if included, refer to the recommendations of the Appendices of the Guidelines, and are DPH recommendations only. No symbol is expected for these items.
- 6. Requirements referred to as "Policies" are DPH interpretations of the AIA Guidelines or of the Regulations.
- 7. Reference to a requirement from the AIA Guidelines in any waiver request must include the chapter number (e.g. "2.1-") and the specific section number.

Facility Name:	DoN Project Number: (if applicable)	
Facility Address:	Postpartum Unit Bed Complements:	
	Current = Proposed =	
Satellite Name: (if applicable)	Number of LDR/LDRP Rooms:	
	Current = Proposed =	
Satellite Address: (if applicable)	Building/Floor Location:	
	Submission Dates:	
Project Description:	Initial Date:	
	Revision Date:	

Note: All room functions marked with "X" must be shown on the plans with the same name labels as in this checklist.

2.1	ARCHITECTURAL REQUIREMENTS	MECHANICAL/PLUMBING/ ELECTRICAL REQUIREMENTS
130.618(B) <b>4.1</b> .1 130.618(G)	GENERAL  Maternal/newborn service self-contained Design prohibits non-related through traffic Access to OB separate from access to surgical suite Antepartum outpatient facilities separate from inpatient service areas	
4.2	POSTPARTUM UNIT  PATIENT ROOMS  check if postpartum function only provided by LDRP rooms  Increase in or postpartum beds Checklist IP5 for Newborn Nurseries must be included	
<b>3.1</b> .1.1	<ul> <li>New Construction         1-bed maximum capacity per room         Mumber of beds per room does not exceed existing capacity         4-bed maximum capacity per room     </li> </ul>	
<b>3.1</b> .1.2 130.623(C)	Minimum Clear Functional Area (Beds & Bassinets)  Min. 144 sf* in single-bed room check if no single-bed room in project min. 3'-0" clearance on each side of bed min. 3'-0" clear at foot of bed	<ul> <li>Handwashing station</li> <li>located outside patient</li> <li>cubicles</li> <li>1 OX &amp; 1 VAC for each bed</li> <li>Vent. min. 6 air ch./hr</li> </ul>
130.623(C)	Min. 124 sf* per bed in multibed room check if no multibed room in project min. 3'-0" clearance on each side of beds min. 4'-0" clear at foot of beds *exclusive of toilet rooms, closets, lockers, wardrobes, alcoves, or vestibules	Lighting: reading light for each bed switch usable by patient general lighting night light Power: duplex receptacle on each side of each bed additional duplex receptacle for each motorized bed 1 duplex receptacle per room on emergency power Nurses call system: call station for each bed
<b>3.1</b> .1.3 <b>3.1</b> .1.4 <b>2.2</b> .2	<ul> <li>Window in each patient room</li> <li>Privacy cubicle curtains</li> <li>Wardrobe, closet or full length locker for each patient</li> <li>Provisions for accommodating mother and infant in the</li> </ul>	one 2-way voice communication station per room light signal in the corridor at room door
. ,	same room 24 hrs/day	
<b>2.2</b> .1 <b>2.2</b> .1.1	Toilet room accessible without entering the general corridor serves no more than 2 rooms & 4 beds	<ul> <li>Handwashing station</li> <li>Vent. min. 10 air ch./hr (exhaust)</li> <li>Bedpan flushing device</li> <li>Emerg. pull-cord call station</li> </ul>

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2.1-	ARCHITECTURAL REQUIREMENTS	MECHANICAL/PLUMBING/ ELECTRICAL REQUIREMENTS	
<b>4.2</b> .3.1	Individual examination/ or treatment room min. 120 sf clear floor area storage privacy writing surface adjoining  Individual examination/ or testing room min. 80 sf per patient provisions for privacy storage storage writing surface adjoining toilet room	Handwashing station Vent. min. 6 air ch./hr	
<b>4.2</b> .3.2	Patient toilet room direct access from exam or diagnostic testing room	<ul><li>Handwashing station</li><li>Ventilation min. 10 air ch./hr</li></ul>	
<b>4.2</b> .4 <b>4.2</b> .4.1	SUPPORT AREAS (1) (Postpartum Unit/LDR Suite/LDRP Suite) Nurse station	Nurse call annunciator panel	
	<u> </u>	Emergency power and lighting	
<b>4.2</b> .4.2 <b>2.3</b> .2	Documentation area charting surface access to information/communication systems	Duty station visible call signal	
<b>4.2</b> .4.3 <b>4.2</b> .4.4	Nurse office Consultation/conference rooms		
<b>4.2</b> .4.5	Medication station:  Medicine prep. room or visual control from nurses station work counter handwashing station refrigerator locked storage  Medication station:  Self-contained medicine dispensing unit adequate security for controlled drugs adequate lighting convenient access to handwashing station	<ul><li>Vent. min. 4 air ch./hr</li><li>Emergency power/lighting</li><li>Duty station visible call signal</li></ul>	
<b>2.3</b> .5 <b>2.3</b> .6	<ul> <li>Nourishment area</li> <li>work counter</li> <li>storage cabinets</li> <li>refrigerator</li> <li>equipment for hot nourishment</li> <li>space for holding dietary trays</li> <li>lce machine</li> </ul>	<ul><li>Handwashing station</li><li>conveniently accessible</li><li>Vent. min. 4 air ch./hr</li><li>Duty station visible call signal</li></ul>	
	<del></del>		
<b>2.3</b> .7	Clean workroom or counter (for holding clean & sterile materials) storage facilities storage facilities	Vent. min. 4 air ch./hr Duty station visible call signal	
<b>2.3</b> .8.1	Soiled workroom work counter space for holding soiled linen & solid waste	<ul><li>Clinical flushing-rim sink</li><li>Handwashing station</li><li>Vent. min. 10 air ch./hr (exhaust)</li><li>Duty station visible call signal</li></ul>	
<b>2.3</b> .9.1	Clean linen storage	<ul><li>Vent. min. 2 air ch./hr</li><li>Duty station visible call signal</li></ul>	
<b>4.2</b> .4.9(2)	<ul><li>Equipment storage room</li><li>min. 10 sf per postpartum room + min. 20 sf per LDR/LDRP room</li></ul>	<ul><li>Vent. min. 4 air ch./hr</li><li>Duty station visible call signal</li></ul>	
<b>2.3</b> .9.3	Stretcher/wheelchair storage out of the path of normal traffic		
<b>2.3</b> .9.4	Emergency equipment storage		

2.1	ARCHITECTURAL REQUIREMENTS	MECHANICAL/PLUMBING/ ELECTRICAL REQUIREMENTS
<b>4.2</b> .4.10	Housekeeping room direct access from and exclusively for OB suite storage for housekeeping equipt. & supplies	Service sink Vent. min. 10 air ch./hr (exhaust)
<b>4.2</b> .5.1 <b>4.2</b> .5.2 <b>4.2</b> .5.3	<ul><li>Staff lounge</li><li>Lockable storage for staff personal effects</li><li>Staff toilet room</li></ul>	Handwashing station Vent. 10 air ch./hr (exhaust)
<b>4.2</b> .6.1 <b>4.2</b> .6.2 <b>4.2</b> .6.2(1)	Patient lounge or All bedrooms are private showers & bathtubs 1:6 bed ratio	Vent. min. 10 air ch./hr (exhaust) Emerg. pull-cord call station
<b>4.2</b> .6.2(2)	patient toilet room within or directly accessible from each bathing facility	<ul><li>Handwashing station</li><li>Vent. min. 10 air ch./hr (exhaust)</li><li>Emerg. pull-cord call station</li></ul>
4.3.1.1(1) 4.3.1.1(2)	CESAREAN/DELIVERY SUITE  LABOR ROOMS  ☐ check if service not included in unit (only if LDR's or LDRP's provided)  Min. 2 labor rooms Doors arranged for observation from nurses station	
<b>4.3</b> .1.2	Min. 2 labor beds per caesarean/delivery room     Capacity of each labor room 1or 2 beds	Handwashing station
<b>4.3</b> .1.3(1) 130.619(A)	Min. 120 sf/bed privacy curtains in multibed rms	<ul> <li>Examination light(s)</li> <li>1 OX, 1 VAC, 1 MA</li> <li>Vent. min. 6 air ch./hr</li> <li>Emergency call system</li> <li>Nurses call station</li> <li>Emerg power/lighting</li> </ul>
<b>4.3</b> .1.6 <b>4.3</b> .1.7	Access to toilet room serves max. 2 labor rooms outswinging or double acting door Access to shower	<ul><li>Handwashing station</li><li>Vent. min. 10 air ch./hr (exhaust)</li><li>Emerg. pull-cord call station</li></ul>
	Access to shower under staff control outswinging or double acting door Labor triage space	Vent. min. 10 air ch./hr (exhaust) Emerg. pull-cord call station
130.619(A) <b>4.3</b> .3.1 130.616(B) (3)	CESAREAN/DELIVERY ROOM  min. clear floor area 400 sf  min. clear dimension 16 ft  X-ray illuminator	<ul> <li>Ventilation min. 15 air ch./hr</li> <li>positive pressure</li> <li>diffusers near center of room</li> <li>2 remote low return registers</li> <li>Anesthesia gas scavenging syst.</li> </ul>
<b>4.3</b> .2	Delivery room  check if service <u>not</u> included in unit min. clear floor area 300 sf	Individual temperature controls Emergency call system 2 OX, 3 VAC, 1 MA Surgical light Resuscitation facilities General & special lighting on separate circuits Min. 8 elec. duplex receptacles Emerg power/lighting
4.3.4	Infant resuscitation within caesarean/ or separate room delivery room min. 150 sf add min. 40 sf	<ul> <li>Min. 3 elec. duplex receptacles</li> <li>1 OX, 1 VAC, 1 MA per bassinet</li> <li>Emergency call system</li> <li>Emerg power/lighting</li> </ul>

2.1-	ARCHITECTURAL REQUIREMENTS	MECHANICAL/PLUMBING/ ELECTRICAL REQUIREMENTS
<b>4.3</b> .5	RECOVERY ROOM  check if service not included in unit (only if LDR/LDRP provided)	ELECTRICAL REQUIREMENTS
<b>4.3</b> .5.1	Min. 2 beds	Clinical sink for bedpan cleaning Handwashing station
<b>4.3</b> .5.2(1) <b>4.3</b> .5.2(3) <b>4.3</b> .5.2(5) <b>4.3</b> .5.3	<ul> <li>Nurse station and charting facilities</li> <li>Medicine dispensing facilities</li> <li>Storage for equipment and supplies</li> <li>Space for infant, crib, and chair for support person</li> <li>Provisions for patient &amp; family privacy</li> </ul>	1 OX, 3 VAC, 1 MA/bed Vent. min. 6 air ch./hr Emergency call system Emerg power/lighting
<b>4.3</b> .6.2(1) <b>4.3</b> .6.2(2)	SUPPORT AREAS (2) (Caesarean/Delivery Suite) Control/nurse station located to restrict unauthorized traffic from suite	Nurse call master station
<b>2.3</b> .8.1	Soiled workroom work counter space for holding soiled linen & solid waste	<ul> <li>Clinical flushing-rim sink</li> <li>Handwashing station</li> <li>Vent. min. 10 air ch./hr (exhaust)</li> <li>Duty station visible call signal</li> </ul>
<b>4.3</b> .6.3(1)	Supervisor's office or station	Duty ctation violeto dan digital
<b>4.3</b> .6.3(2) <b>2.3</b> .4	Medication station Distribution station work counter handwashing station refrigerator locked storage  Medication station or Self-contained medicine dispensing unit adequate security for controlled drugs adequate lighting convenient access to handwashing station	<ul><li>Vent. min. 4 air ch./hr</li><li>Emergency power/lighting</li><li>Duty station visible call signal</li></ul>
<b>4.3</b> .6.3(3) (a)	Scrub facilities 2 scrub positions at cesarean/delivery room entrance arranged to minimize splatter view windows to cesarean/delivery room interiors	Scrub sinks hnee or foot controls or electronic sensor controls
<b>4.3</b> .6.3(4)	Anesthesia workroom work counter separate clean & soiled storage	<ul><li>1 OX, 1 MA/work station</li><li>Handwashing station</li><li>Vent. min. 4 air ch./hr</li></ul>
<b>4.3</b> .6.3(5)	Sterilizing facilities equipped with high-speed sterilizers separate from delivery area, next to clean assembly	
<b>4.3</b> .6.3(6)	Clean workroom or counter (for holding clean & sterile materials) storage facilities Clean supply room (for holding clean & sterile materials) storage facilities	<ul><li>Vent. min. 4 air ch./hr</li><li>Duty station visible call signal</li></ul>
<b>4.3</b> .6.3(7)(a)	<ul><li>Clean sterile storage area</li><li>readily available to delivery room</li></ul>	Vent. min. 4 air ch./hr positive pressure
<b>4.3</b> .6.3(7)(b)	Medical gas storage facilities	Vent. min. 8 air ch./hr all air exhausted to outdoors
<b>4.3</b> .6.3(7)(c) <b>4.3</b> .6.3(7) <b>4.3</b> .6.3(8) <b>4.3</b> .7.1	<ul> <li>Stretcher storage area, out of traffic</li> <li>Equipment storage room(s)</li> <li>Housekeeping room</li> <li>storage for housekeeping equipt &amp; supplies</li> <li>Staff lounge for OB staff</li> </ul>	Service sink or floor receptor Vent. min. 10 air ch./hr (exhaust)
	convenient to delivery, labor & recovery areas toilet room	Handwashing station Min. 10 air ch./hr (exhaust)

2.1-	ARCHITECTURAL REQUIREMENTS	MECHANICAL/PLUMBING/ ELECTRICAL REQUIREMENTS
<b>4.3</b> .7.2 (1) (2)	Staff change areas one-way traffic pattern directly into delivery suite lockers showers toilets	Handwashing stations Min. 10 air ch./hr (exhaust)
	space for donning scrub suits and booties	
<b>4.3</b> .7.3	Support persons change areas (male & female)	
<b>4.3</b> .7.2(1) (2)	<ul> <li>one-way traffic pattern directly into delivery suite</li> <li>lockers</li> <li>showers</li> <li>toilets</li> </ul> space for donning scrub suits and booties	Handwashing stations Min. 10 air ch./hr (exhaust)
<b>4.3</b> .7.4	On-call rooms (may be located elsewhere)	
<b>4.3</b> .8.1	Visitors waiting room telephone provisions for drinking water Toilet room adjacent to visitors waiting room	Handwashing station Min. 10 air ch./hr (exhaust)
4.4	LDR ROOMS  ☐ check if service not included in unit (also complete 4.2.4 "SUPPORT AREAS (1)" Pages 3 & 4) Location:  in a separate suite or in the cesarean/delivery direct corridor access to cesarean/delivery suite	
<b>4.4</b> .2	Single occupancy	Handwashing station
<b>4.4</b> .3.1	Min. 300 sf clear floor area 13 ft min. dimension	hands-free controls hands-free controls low air return registers 1OX & 1 VAC Min. 8 elec. duplex receptacles Exam light, readily accessible Emergency call system Emerg power & lighting Nurse call
<b>4.4</b> .3.1(1)	<ul><li>Space for chair for support person</li><li>Separate infant resuscitation &amp; stabilization area</li></ul>	1 OX, 1 VAC, 1 MA
<b>4.4</b> .3.1(2)		Min. 3 elec. duplex receptacles
<b>4.4</b> .4	Privacy configuration of doors & windows	
130.621(E)	Private bathroom toilet	<ul> <li>Handwashing station</li> <li>Bedpan flushing device</li> <li>Vent. min. 10 air ch./hr (exhaust)</li> <li>Emerg. pull-cord call stations</li> </ul>
	shower or tub	
	min. clearance 3'-0" on 2 sides & at the end	

2.1-	ARCHITECTURAL REQUIREMENTS	MECHANICAL/PLUMBING/ ELECTRICAL REQUIREMENTS
4.4	LDRP ROOMS  check if service not included in unit Increase in No increase in LDRP rooms Checklist IP5 for     nurseries must be     included	
130.622(B)	Location: Direct corridor access to cesarean/delivery suite	
<b>4.4.</b> 2 <b>4.4.</b> 3.1	Single occupancy Min. 300 sf clear floor area 13 ft min. dimension	Handwashing station hands-free controls Vent. min. 6 air ch./hr low air return registers  1OX & 1 VAC Min. 8 elec. duplex receptacles Exam light, readily accessible Emergency call system Emerg power & lighting Nurse call
<b>4.4</b> .3.1(1) <b>4.4</b> .3.1(2)	<ul><li>Space for chair for support person</li><li>Separate infant resuscitation &amp; stabilization area</li></ul>	1 OX, 1 VAC, 1 MA Min. 3 elec. duplex receptacles
<b>4.4</b> .4 130.622(E)	<ul><li>Privacy configuration of doors &amp; windows</li><li>Adequate soundproofing</li></ul>	Willi. 3 elec. duplex receptacies
130.622(F)	Private bathroom toilet	<ul> <li>Handwashing station</li> <li>Bedpan flushing device</li> <li>Vent. min. 10 air ch./hr (exhaust)</li> <li>Emerg. pull-cord call stations</li> </ul>
	shower or tub min. clearance 3'-0" on 2 sides & at the end	

## GENERAL STANDARDS

# DETAILS AND FINISHES Corridors

Corridors		<u>Floors</u>
New Construction or	⊳ Renovations to Existing	Thresholds & exp. joints flush with floor surface
Renovations for New	Inpatient Corridor*	( <b>8.2</b> .2.4)
Inpatient Corridor*	Min. corridor width 8'-0" except	Floors easily cleanable & wear-resistant (8.2.3.2)
	for existing structural elements	Non-slip floors in wet areas
Min. corridor width 8'-0"	& existing mechanical shafts	Wet cleaned flooring resists detergents
(NFPA 101)	Min. corridor width at	C-section room floors & wall bases are monolithic &
,	temporary construction	joint-free
	partitions is 5'-0"	<u>Walls</u> (8.2.3.3)
*No waivers accepted	parametric o	Wall finishes are washable
Min. staff corridor widt	h 5'-0" ( <b>8 2</b> 2 1(1))	Smooth/water-resist. finishes at plumbing fixtures
	oment does not reduce required	Ceilings (8.2.3.4)
corridor width (8.2.2.1	•	Restricted areas (e.g. C-section rooms)
•	standing space that does not	monolithic ceilings
	• .	Semi-restricted areas
interfere with corridor	· • ,	1
check if function no	ot included in unit	monolithic or washable ceiling tiles
Ceiling Height (8.2.2.2)	4011	ceilings gasketed or clipped-
Ceiling height min. 7'-	· · · · · · · · · · · · · · · · · · ·	down joints
	toilet rooms, storage rooms	
·	ng mounted equipment	<u>PLUMBING</u> (10.1)
	nder suspended pipes/tracks:	Handwashing sinks
	bed/stretcher traffic areas	hot & cold water
6'-8" AFF in	other areas	anchored to withstand 250 lbs. (8.2.2.8)
<u>Doors</u> ( <b>8.2</b> .2.3)		wrist controls or other hands-free controls at all
All doors are swing-type		handwashing sinks (1.6-2.1.3.2)
Patient rooms doors m	nin. 3'-8"w x 7'-0"h	Non-slip walking surface at tubs & showers
Doors for stretchers or	r wheelchairs min. 2'-10" wide	No drainage piping above ceiling in C-section rooms
Doors to occupiable ro	ooms do not swing into corridors	No floor drain in C-section rooms
Toilet room doors are	outswinging or double-acting	Medical gas outlets provided per Table 2.1-5
Bathing room doors a	re outswinging or double-acting	
Emergency access har	dware on patient toilet/bathing	MECHANICAL (10.2)
doors	_	Mech. ventilation provided per Table 2.1-2
Operable Windows (8.2.2.5	5)	Exhaust fans located at discharge end (10.2.4.3)
check if all windows are		Fresh air intakes located at least 25 ft from exhaust
Window operation pro	hibits escape or suicide	outlet or other source of noxious fumes (10.2.4.4)
Insect screens	•	Contaminated exhaust outlets located above roof
Glazing (8.2.2.7)		Ventilation openings at least 3" above floor
	lazing under 60" AFF & within 12"	Central HVAC system filters provided per Table 2.1-3
of door jamb	g	<u> </u>
•	ains) in shower & bath enclosures	FLECTRICAL (10.3)
Handwashing Stations (8.2	•	Emergency power provided to all essential
Handwashing sink		services complies with NFPA 99, NFPA 101 &
Soap dispenser		NFPA 110 ( <b>10.3</b> .4.1)
Hand drying facilities		nurses call system connected to emergency power
Grab Bars (8.2.2.9)		circuits
	t toilate & bathing facilities	
	t toilets & bathing facilities	electronic sink controls connected to emergency
1½" wall clearand	J <del>C</del>	power circuits (10.3.6.3)
250 lb. Capacity		check if function not included in unit
Noise Reduction	iont manner on man Table 6.4.4	Duplex, grounded receptacles max. 50 feet apart in
Noise reduction at pat	ient rooms as per Table <b>2.1-1</b>	corridors, max. 25 feet from corridor ends (10.3.7.1)